

DRAFT BICYCLE FACILITY PROGRAM ~~GUIDELINES~~ POLICIES
FOR ~~FISCAL YEAR~~ FY 2008~~2009~~/2020~~2009~~10

[This comparison document highlights the differences in text between the two documents. For reviewers' convenience, it does not display -changes in sections numbering in all cases.]

The following ~~guidelines~~ policies apply only to the **Bicycle Facility Program** ~~(BFP)~~.

BICYCLE FACILITY PROGRAM DEFINITIONS

- ~~Each guideline applies to the project type(s) listed immediately following that guideline.~~
“Bikeways” refers to Class-1 bicycle paths, ~~Class-2 bicycle lanes, and Class-3 bicycle routes;~~
- ~~“Racks/Lockers” refers to bicycle racks (including those on vehicles and vessels), bicycle lockers, and secure bicycle parking.~~
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GENERAL

1. **Purpose:** The Bicycle Facility Program (BFP) provides incentive funds to help offset the cost of implementing bicycle facility projects in the Bay Area. The BFP ~~The purpose of the BFP is to reduce emissions from mobile sources by contributing Air District funding for the implementation of bicycle facilities in the Bay Area, via streamlined processes that are cost-effective in both air quality and administrative terms~~ is a streamlined program of the Transportation Fund for Clean Air. ~~(Bikeways; Racks/Lockers)~~

~~BASIC~~ ELIGIBILITY

2. ~~Reduction of Emissions~~ Eligible Projects: ~~A project must~~ Only projects that result in the cost-effective reduction of motor vehicle emissions ~~within the Air District's jurisdiction to be considered eligible for BFP funding. Projects that are subject to emission reduction regulations or other legally binding obligations must achieve surplus emission reductions to be considered for funding by the BFP. Surplus emission reductions are those that exceed the requirements of applicable regulations or other legally binding obligations at the time the eligible~~ Air District approves a grant award.

Projects must conform to the provisions of California Health and Safety Code (HSC) sections 44220 et seq. and Air District Board of Directors adopted BFP Policies for FY 2009/10.

Projects must achieve surplus emission reductions, that is, beyond what is currently required through federal and state regulations both at the time the Air District approves a grant award and at the time of the execution of a funding agreement.

Projects must be new bicycle facilities, and included in an adopted countywide bicycle plan, Congestion Management Program (CMP), or the Metropolitan Transportation Commission's Regional Bicycle Plan. ~~A written statement of intent from the responsible Congestion Management Agency to include the project in the next update of the CMP may substitute for inclusion in the county's CMP.~~

~~Planning activities (e.g., feasibility studies) that are not directly related to the implementation of a specific project are not eligible for BFP funding (Bikeways; Racks/Lockers)~~

3. **Eligible Recipients and Authority to Apply:** Grant recipients must be responsible for the implementation of the project, have the authority and capability to complete the project, and be an applicant in good standing.

A. Eligible Recipients: Only public agencies located within the jurisdiction of the Air District are eligible for BFP grants. Eligible grant recipients must be responsible for the implementation of the project and have the authority and capability to complete the project. (Bikeways; Racks/Lockers)

B. Authority to Apply: Applications must include either: 1) a signed letter of commitment from an individual with authority to enter into a funding agreement and carry out the project (e.g., Chief Executive of Financial Officer, Executive Director, City Manager, Etc.), or 2) a signed resolution from the governing body (e.g., City Council, Board of Supervisors, Board of Directors, etc.) authorizing the submittal of the application and identifying the individual authorized to submit and carry out the project.

4. **Minimum Grant Amount:** \$10,000 per project.
5. **Maximum Funding Grant Amounts:** ~~Only projects requesting \$10,000 or more in BFP funds will be considered for funding. \$120,000 per project. No single project may receive more than 35 percent (35%) of the funds available for the BFP in any given funding cycle. (Bikeways; Racks/Lockers)~~
6. **Readiness:** ~~A project will be considered for BFP funding only if the P~~projects must~~would~~ commence in calendar year ~~2009~~2010 or sooner. -For purposes of this policy, “commence” means to ~~begin receive~~ delivery of the ~~product~~service or product provided by the project, or to award a construction contract. ~~(Bikeways; Racks/Lockers)~~

APPLICANT IN GOOD STANDING

~~6.7. Monitoring and Reporting~~In Compliance with Agreement Requirements: Project sponsors who have failed to meet project implementation milestones or who have failed to fulfill monitoring and reporting requirements for any project previously funded Transportation Fund for Clean Air (TFCA) Regional Fund, TFCA County Program Manager Fund, or BFP project by the Air District ~~will may~~ not be considered eligible for new funding until such time as all of the unfulfilled obligations are met for the current funding cycle, and until such time as the unfulfilled obligations are met. ~~(Bikeways; Racks/Lockers)~~

~~7.8. Failed Audit:~~ Project sponsors who have failed ~~either the~~ either a fiscal audit or a the performance audit for a prior ~~TFCA-funded or BFP-funded project~~ Air District funded project will be excluded from future funding for five (5) years, ~~or for a different period of time determined by the Air District Air Pollution Control Officer (APCO).~~ Additionally, project sponsors with open Air District projects will not be reimbursed for those projects until ~~Existing TFCA and BFP funds already awarded to the project sponsor will not be released until~~ all audit recommendations and remedies have been satisfactorily implemented. - A failed fiscal audit means an uncorrected audit finding that confirms an ineligible expenditure of ~~TFCA or BFP~~ funds. -A failed performance audit means that a project was not implemented as set forth in the project funding agreement. ~~(Bikeways; Racks/Lockers)~~

9. **Signed Funding Agreement:** ~~All grant recipients shall enter into a funding agreement with the Air District as a written, binding agreement to implement the approved project. Only a fully executed funding agreement (i.e., signed by both the project sponsor and the Air District and the project sponsor) constitutes a final approval and obligation on the part of the Air District to fund a project the Air District's award of funds for a project.~~

Project sponsors must sign a funding agreement within ~~two months~~60 days from the date it has been transmitted to them in order to remain eligible for ~~the award of awarded-BFP grant funds.~~ ~~t~~The Air District may authorize ~~an~~ extensions ~~for just cause~~of up to a total period of 120 days from the transmittal because of circumstances beyond the project sponsor's reasonable control and at the Air District's discretion.

Project ~~sponsors who failed to return a funding agreement from a applications will not be considered from project sponsors who were awarded TFCA or BFP grants in a previous funding cycle year and have not signed a funding agreement with the Air District by the current application deadline~~ are not eligible to apply for a 12-month period. (~~Bikeways~~)

- 6.10. Insurance:** Each project sponsor must maintain general liability insurance, and ~~such~~ additional insurance ~~that is as~~ appropriate for specific projects, with coverage amounts specified in the respective funding agreements.

INELIGIBLE PROJECTS AND COSTS

11. **Duplication:** Projects that have previously received BFP or TFCA funds ~~Grant applications for projects that duplicate existing Air District funded projects and, therefore, do not achieve additional emission reductions do not achieve additional emission reductions will not be considered for funding.~~ are not eligible for BFP funding. (~~Bikeways; Racks/Lockers~~)
12. **Costs for Maintenance, Repairs, and Operations:** Costs for maintenance, repairs, upgrades, rehabilitation, and operations (e.g., for a bike station), are not eligible for BFP funding, with the exception of retrofits from mechanical to electronic bicycle lockers.
13. **Cost for Planning Activities:** Feasibility studies are not eligible for BFP funding, nor are planning activities that are not directly related to the implementation of a specific BFP project.
14. **Cost of Developing Proposals and Grant Applications:** The costs to develop proposals or prepare applications are not eligible for BFP funding.
15. **Administrative Costs:** Administrative costs are not eligible for BFP funding. Administrative costs include accounting for BFP funds, and fulfilling reporting and record-keeping requirements specified in a BFP funding agreement

~~12.~~

USE OF BFP FUNDS

16. **Eligible Costs:** costs for design, engineering, installation, and preparation for required environmental review documents that directly support implementation of a project are eligible for BFP funding.

~~17. **Ineligible Costs:** Costs for maintenance, repairs, upgrades, rehabilitation, operations (e.g., for a bike station), and developing grant applications for BFP funding are not~~

~~eligible to be reimbursed with BFP funds. Administrative costs are not eligible for reimbursement with BFP funds. Administrative costs include costs associated with entering into a funding agreement, accounting for BFP funds, and fulfilling reporting and record keeping requirements specified in a BFP funding agreement or voucher. (Bikeways; Racks/Lockers)~~

- 17. ~~Deadline to Expend Funds within Two Years:~~** ~~Any p~~Project sponsors ~~awarded a BFP grant for the implementation of a bikeway project~~ must expend the awarded funds ~~awarded~~ within two (2) years of the effective date of the funding agreement-, unless a longer period is formally (i.e., in writing) approved in advance by the Air District in a funding agreement or as an amendment to the funding agreement. ~~formally (i.e., in writing) requested by the project sponsor and approved in advance by the Air District.~~
- (Bikeways)

~~Any project sponsor awarded a BFP grant for the implementation of a bicycle rack/locker project must expend the funds awarded according to the implementation schedule specified in the BFP grant documentation. (Racks/Lockers)~~

PROJECT-SPECIFIC REQUIREMENTSPROJECT TYPES & GRANT AMOUNTS

18. Maximum Grant Award Amounts:

~~_____~~ **AND GUIDELINES**

15. Eligible Bicycle Facility Projects:

~~Grant Amounts:~~ Eligible project types and corresponding grant amounts

<u>Project Type</u>	<u>Grant Amount</u>
<u>Class-1 Bicycle Path</u>	<u>\$115,000 per mile of path</u>
<u>Class-2 Bicycle Lane – Continuous Construction</u>	<u>\$ 85,000 per mile of roadway</u>
<u>Class-2 Bicycle Lane – Standard</u>	<u>\$ 30,000 per mile of roadway</u>
<u>Class-3 Bicycle Route</u>	<u>\$ 15,000 per mile of route</u>
<u>Bicycle Locker(s) – Electronic</u>	<u>\$ 2,500 per locker</u>
<u>Bicycle Locker(s) – Retrofit mechanical to electronic</u>	<u>\$ 650 per retrofit kit</u>
<u>Bicycle Locker(s) – Mechanical</u>	<u>\$ 900 per locker</u>
<u>Bicycle Rack(s)</u>	<u>\$ 60 per bicycle accommodated</u>
<u>Bicycle Rack(s) on Vehicles</u>	<u>\$ 750 per rack</u>
<u>Secure Bicycle Parking</u>	<u>\$ 130 per bicycle accommodated</u>

~~The Air District has determined that t~~The project types and funding levels set forth below meet the TFCA cost-effectiveness (i.e., funding effectiveness) of \$90,000 of BFP funds per ton (\$/ton) of total reactive organic gases (ROG), oxides of nitrogen (NO_x), and weighted particulate matter less than 10 microns in diameter (PM₁₀) emissions reduced.

PROJECT REQUIREMENTS

19. Project Requirements: The following requirements apply to BFP project types.

A. General Project Requirements: Projects must, where applicable, be consistent with design standards published in Chapter 1000 of the California Highway Design Manual.

B. Project-Specific Requirements:

- i) Bikeway grant amounts are for bikeways going in two directions on a roadway; a bikeway going in a single direction would qualify for only one-half the stated amount.
- ii) Bikeway projects must:
- a. reduce vehicle trips made for utilitarian purposes (e.g., work or school commuting), and
 - b. be one of the following:
 - within one-half mile of at least three major activity centers (e.g., transit stations, office complexes, schools), or
 - provide a gap closure (e.g., a bridge over a roadway) in, or an extension to, an existing bicycle network that already services three major activity centers. The new segment must be within three contiguous bikeway miles of the requisite activity centers. Gap closure projects may apply for TFCA funding under the Smart Growth project type as well as BFP funding.
- iii) Bicycle Racks/lockers projects must serve a major activity center (e.g., transit station, office building, or school).
- iv) Secure Bicycle Parking includes bicycle cages and the capital costs of bicycle parking at bike stations.
- ~~———— The maximum grant amounts set forth below are not necessarily intended to pay the full cost of project implementation. (Bikeways; Racks/Lockers)~~
- v) Class-2 Bicycle Lane – Continuous Construction projects must entail physical improvements (e.g., non-maintenance paving or the widening of a roadway shoulder) continuously over the length of the segment.
- vi) Class-2 Bicycle Lane – Standard projects include projects other than Continuous Construction, such as striping, marking and loop detectors.
- vii) Grant amounts for Continuous Construction and Standard Class-2 Bicycle Lanes cannot be combined for the same segment.
- ~~————~~
- ~~————~~

i) Project Type	ii) Grant Amount
iii) Class 1 Bicycle Path	— \$115,000 per mile of path
iv) Class 2 Bicycle Lane— Continuous Construction	— \$85,000 per mile of roadway
v) Class 2 Bicycle Lane— Standard	— \$30,000 per mile of roadway
vi) Class 3 Bicycle Route	— \$15,000 per

i) Project Type	ii) Grant Amount
	mile of route
vii) Bicycle Locker(s) — Electronic	— \$2,500 per locker
— Bicycle Locker(s) retrofit mechanical to electronic	— \$650 per retrofit kit
viii) — Mechanical	— \$900 per locker
ix) Bicycle Rack(s)	— \$60 per bicycle accommodated
x) Bicycle Rack(s) on Vehicles	— \$750 per rack
xi) Secure Bicycle Parking	— \$130 per bicycle accommodated

~~Class 2 Bicycle Lane grant amounts are for two lanes on a roadway; a single bike lane would qualify for only one half the stated amount. A Class 2 Bicycle Lane — Continuous Construction project must entail physical improvements (e.g., non-maintenance paving or the widening of a roadway shoulder) continuously over the length of the segment. Class 2 Bicycle Lane — Standard projects include projects other than Continuous Construction, such as striping, marking and loop detectors. Grant amounts for Continuous Construction and Standard Class 2 Bicycle Lanes cannot be combined for the same segment. Secure bicycle parking includes bicycle cages and the capital costs of bicycle parking at bike stations. (Bikeways; Racks/Lockers)~~